



Welcome to Program Review

Merritt College - 2019

COMM - Instruction

Annual Program Update

Program Overview

Please verify the mission statement for your program. If your program has not created a mission statement, provide details on how your program supports and contributes to the College mission.

The goal of the Communication discipline is to increase student success in interpersonal and group interactions and public speaking engagements and to give students the tools to analyze what they witness in mass media.

Program Total Faculty and/or Staff

Full Time

Hilary Altman
Jayi Thompson

Part Time

Brielle Plump
Shiela Rodolfo
Nancy Petersen
James Johnson
Crystal Johnson
Yeprem Davoodian
Cole McLean
Deborah Farris
Halima Mohammed

The Program Goals below are from your most recent Program Review or APU. If none are listed, please add your most recent program goals. Then, indicate the status of this goal, and which College and District goal your program goal aligns to. If your goal has been completed, please answer the follow up question regarding how you measured the achievement of this goal.

Increase number of dual enrolled classes we offer.

Status
In-Progress

College Goal
Equity: Reduce the achievement gaps for African-American, multiethnic and male students.

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?
This goal is also one of the SLOs for our Comm 20 - Interpersonal Communication Course. Measurement has taken place in several classrooms and includes measuring student success in pair exercises, evaluating student essays and exams.

District Goal
Advance Student Access, Equity, and Success

Have a designated space to work with students to improve speeches.

Status
In-Progress

College Goal
Transfer: Increase transfers to CSU and UC by 6% annually.

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?
Students were observed delivering speeches in Comm 45 - Public Speaking. Achievement was measured by using the speech rubric. Students who scored 90% in specific areas were marked as excellent, where students marked 80% were marked Good.

District Goal
Advance Student Access, Equity, and Success

Increase success rates of African-American, multiethnic, and male students

Status
In-Progress

College Goal
Equity: Reduce the achievement gaps for African-American, multiethnic and male students.

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?

District Goal
Advance Student Access, Equity, and Success

Increase number of students attaining Communication AA-T degrees

Status
In-Progress

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?

College Goal
Completion: Increase number of degrees and certificates by 20% over the next 5 years.

District Goal
Build Programs of Distinction

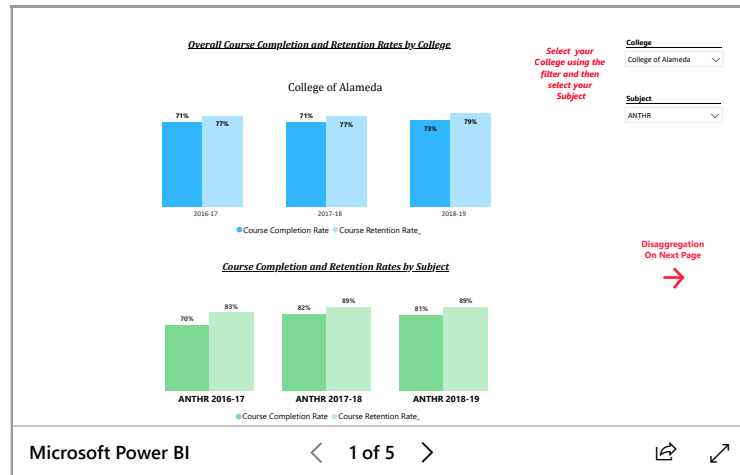
Describe your current utilization of facilities, including labs and other space

We have been using the Learning Center tutors to help us with expanding the amount of students we can serve - especially in terms of hearing and giving feedback on student speeches.

Program Update

Semester End Enrollment/Usage Pattern

Review your Semester End Enrollment by setting the filter to your college and subject



Using the dashboard, review and reflect upon the data for your program. Describe any significant changes and discuss what the changes mean to your program. Consider whether performance gaps exist for disproportionality impacted students. Focus upon the most recent year and/or the years since your last comprehensive program review. Cite data points from the dashboard to support your answer.

There are not any significant changes within our program for the past few years. There are performance gaps for males, African-American/Black students, and LatinX students. We are doing a good job of retaining students from every area, however there are a disproportionate percentage of students who are Male (67%), Black/African-American (64%), LatinX (67%), and Multiethnic (66%) who are not completing the course (as compared with their female (72%), white (83%), and Asian (79%) peers.

Describe the department's progress on Student Learning Outcomes (SLOs) and/or Administrative Unit Outcomes (AUOs) since the last Program Review/APU. If your discipline offers a degree or certificate, please describe the department progress on Program Learning Outcomes (PLOs).

Our discipline completed all SLO Assessments within a three year timeframe. We continue to assess SLOs for our courses on a regular basis. We have completed assessments of our Program Outcomes, as they mirror our course outcomes. We have also participated in the College-Wide Institutional Learning Outcomes process.

Describe the outcomes and accomplishments from previous year's funded resource allocation request.

Brief description of funded request	Source (any additional award outside your base allocation)	Total Award Amount	Outcome/Accomplishment
-------------------------------------	------------------------------------------------------------	--------------------	------------------------

In the boxes below, please add improvement actions and resource requests that are directly related to the questions answered in this section. If there are no improvement actions or resource requested in this area, leave blank.

Improvement Actions	Improvement Action
---------------------	--------------------

Improvement Action

Action Item	Description	To be completed By	Responsible Person
Get support for students who show signs of not comple...	If students are not participating in class, not handing in assignments, or their assignments are not satisfactory, we need to refer them for support through the Starfish system	3/1/2020	All faculty

Resource Request

Professional Development	Department-wide PD needed	
Description/Justification	Help with understanding the Early Alert system and how to use it	Estimated Cost 200

Resource Request

Personnel	Student Worker
-----------	----------------

% Time	Description/Justification	Estimated Annual Salary Costs	Estimated Annual Benefits Costs
40	Provide specific assistance for speech students with writing and developing outlines, practicing speeches	20160	0
Total Costs			
20160			

Improvement Action

Action Item	Description	To be completed By	Responsible Person
Notify students in online courses who are not completi...	Need student worker or part time faculty to call and follow-up with online students who are not signing into CANVAS or completing work and who do not respond to email, inbox messages, or announcements	1/20/2020	VP Student Services or Dean

Resource Request

Personnel	Part-time Faculty		
% Time	Description/Justification	Estimated Annual Salary Costs	Estimated Annual Benefits Costs
40	Call and follow-up with online students who are not signing into CANVAS or completing work and who do not respond to email, inbox messages, or announcements	18000	0
Total Costs			
18000			

Improvement Action

Action Item	Description	To be completed By	Responsible Person
Facilitate faculty improvement of online teaching meth...	Professional development needed to ensure online instructors are using the latest and highest quality methods to engage and retain students	6/20/2020	Dean or VPI

Resource Request

Professional Development	Department-wide PD needed	
Description/Justification	Estimated Cost	
We used to have EDT courses so that we would have continuing education program for all faculty to keep up on latest methods and highest quality online teaching methods. We need to restart this program to ensure our faculty are using the best practices in engaging and retaining students.	32000	

Resource Request Summary

Total Cost: \$70360

Total Resource Request: 4

Program Update

Personnel

Type	% Time	Description/Justification	Estimated Annual Salary Costs	Estimated Annual Benefits Costs	Total Costs
Student Worker	40	Provide specific assistance for speech students with writing and developing outlines, practicing speeches	20160		20160
Part-time Faculty	40	Call and follow-up with online students who are not signing into CANVAS or completing work and who do not respond to email, inbox messages, or announcements	18000		18000
Sub-Total: \$38160					

Professional Development

Type	Description/Justification	Estimated Cost
Department-wide PD needed	Help with understanding the Early Alert system and how to use it	200
Department-wide PD needed	We used to have EDT courses so that we would have continuing education program for all faculty to keep up on latest methods and highest quality online teaching methods. We need to restart this program to ensure our faculty are using the best practices in engaging and retaining students.	32000
Sub-Total: \$32200		

Technology and Equipment

No Resources found for this category

Supplies

No Resources found for this category

Facilities

No Resources found for this category

Library

No Resources found for this category

Other

No Resources found for this category

Sign and Submit

Please provide the list of members who participated in completing this program review.

Hilary Altman

Please enter the name of the person submitting this program review.

Hilary Altman